

LYNDON CITY COUNCIL  
ADJOURNED MEETING MINUTES OF  
APRIL 16, 2012

The Lyndon City Council met in adjourned session on Monday, April 16, 2012, 7:30 p.m., at City Hall.

Members Present: Wayne Howard, Bill Patterson, Brandon Smith, Doug Watson  
and Mayor Kay Jones

Others Present: Kim Newman, City Administrator  
Barbara Schattak, City Clerk  
David Wilson, Maintenance Superintendent  
Darrel Manning, Chief of Police  
Wayne White, Osage County Herald-Chronicle

1. CALL TO ORDER: Mayor Jones called the meeting to order.
2. ROLL CALL: The City Clerk called roll of the city council; all members were present.
3. ADOPTION OF MINUTES OF PREVIOUS MEETING: A motion was made by Howard to approve the regular meeting minutes of April 2, 2012 as presented. Patterson seconded the motion, which carried.

A motion was made by Smith to approve the special meeting minutes of April 9, 2012 as presented. Howard seconded the motion, which carried.

4. CORRESPONDENCE TO COUNCIL: Council was given copies of Public Wholesale Water Supply District No. 12 minutes of March 21, 2012, correspondence from Steve Zerr requesting de-annexation of the Rockin Z Ridge (it was noted the request has been forwarded to the City Attorney and will be reviewed at the next regular meeting) and the January and February issues of the Kansas Government Journal.
5. CITIZEN'S STATEMENTS AND PETITIONS: None
6. UNFINISHED BUSINESS:
  - a) COUNCIL VACANCY: The City Administrator reported there had been three letters of interest for the vacant council position. After some discussion, it was the consensus of the Council to have potential candidates come to the town hall meeting. And after the town hall meeting to have another special meeting to interview the candidates.
  - b) PRIDE: An update was given by the City Administrator; there was a meeting 3 weeks ago and 25 individuals signed up to join. During the meeting the group broke into groups to discuss several events throughout the year. The next meeting will be April 19, 2012 at 7:00 p.m. at City Hall and council members were invited to attend.

- c) FARMERS MARKET: It was reported the Farmers Market would start May 7, 2012 and run on every Monday to October 29, 2012. Not for profit organizations can sell food up to 6 times but it can't be made on site. As of today, two groups have signed up to sell food. Even though sign up for the market is going well, it is anticipated the first date may have a low attendance. Mayor Jones asked about asking businesses to stay open during the market; the City Administrator reported she has been visiting with businesses.
- d) CITY HALL HOURS: The City Administrator proposed during the summer having City Hall open during lunch hours with staff having alternating lunches. Also, beginning April 30, 2012 City Hall will start being open on Mondays until 7:00 p.m. and staff will alternate coming in at 10:00 a.m.

Mayor Jones reported she has been asked to have office hours. After some discussion, it was the consensus of the council for the Mayor to have office hours as a volunteer. Mayor hours will begin on May 7, 2012 during the Farmers Market.

- e) SENIOR HOUSING UPDATE: The City Administrator reported since the presentation she has met with the developer, their engineer and our engineer. The project is currently moving forward with both engineers looking at the site and costs.

It was also reported Mayor Jones and Councilman Howard went to Humboldt to tour the senior housing project. Both stated they were impressed with the duplexes and how the neighborhood looked.

- f) TOWN HALL MEETING: Council was reminded the Town Hall Meeting is April 21, 2012 from 9:00 to 11:00 a.m. at the Community Center. The City Administrator reported she has been preparing a slideshow presentation for the meeting.

## 7. NEW BUSINESS:

- a) CITY WIDE CLEAN UP: The City Clerk reported the City Wide Clean Up Day will be April 28, 2012 in conjunction with the hazardous waste disposal schedule from the County. Each council member received a copy of the flyer distributed around town along with the notice to the paper and the hazardous waste disposal schedule. Mayor Jones asked for copies of the flyer to be at the town hall meeting.
- b) CITY ADMINISTRATOR PROJECT REPORT: The City Administrator gave a brief update of projects that have been completed and the status of pending projects. Each council member was given a list of projects and their status.
- c) WEBSITE REPORT: The City Administrator presented council with statistics of how the website is being used since it was launched last year. Council members were pleased individuals are using the new website.

- d) COMMITTEE PRESENTATIONS: The City Administrator reported correspondence will be going out to invite committee members to come to council meetings and updates on their perspective committees to the council twice a year.
- e) APPROVE RECOMMENDATIONS FROM PLANNING & ZONING: The City Clerk reported at the last Planning & Zoning meeting there had been two public hearings for special use permits. One located at 210 E. 6<sup>th</sup> to convert a garage/shop into a residential structure and one at 925 W. 6<sup>th</sup> to allow a storage unit with 14 foot sidewalls. Both Special Use Permits were approved by the Planning & Zoning Commission upon approval of the recommendations by the governing body.

A motion was made by Patterson to approve the recommendations of the Planning & Zoning Commission and allow the Special Use Permit for 210 E. 6<sup>th</sup> Street with conditions. Watson seconded the motion, which carried. Smith abstained.

A motion was made by Smith to approve the recommendations of the Planning & Zoning Commission and allow the Special Use Permit for 925 W. 6<sup>th</sup> Street with conditions. Howard seconded the motion, which carried.

8. STAFF REPORTS:

- a) POLICE: Each council member received a report of activity for March and the first half of April from the Police Department.
  - b) MAINTENANCE: Maintenance reported getting the pool ready for this season. The water pump is being repaired. The Maintenance Superintendent reported the tube has been placed in Washington Street, staff is continuing to do concrete work, mowing and working at the lake as there is a dam inspection in the near future. Smith asked if the City is responsible for the overflow at the lake; it was noted the City is responsible.
  - c) CITY ADMINISTRATOR: Given previously.
9. MONTHLY FINANCIALS: Council member were presented with March expenses and the January Trial Balance. It was noted by the City Administrator staff has been working very hard with the new software.
10. COUNCIL COMMENTS: Patterson reported the streetlight on Washington Street by the Sheriff's Office is not working properly; it was noted the light has been reported to KCPL.

Watson inquired about reviewing the water and sewer ordinances for the new rate increases; it was noted they will be reviewed in May.

Mayor Jones stated the HPPL will be meeting April 17, 2012 at City Hall.

Mayor Jones reported the Summer Reading Program would like to consider giving each child who signs up for the program a one day pass for the pool. It was stated due to current policy the City could not give out the passes.

11. EXECUTIVE SESSION: At 9:09 p.m. a motion was made by Patterson to recess to executive session for 10 minutes to discuss a real estate matter. Watson seconded the motion, which carried. The governing body reconvened at 9:19 p.m.

A motion was made by Patterson authorizing the City Administrator to spend \$2,000 and half of closing costs with fees not to exceed \$3,000 for the land south of the community center. Watson seconded the motion, which carried. Smith abstained and Howard voted nay. Mayor Jones voted in favor of the purchase.

12. ADJOURNMENT: At 9:24 p.m. a motion was made by Watson to adjourn to a special town hall meeting on Saturday, April 21, 2012 at 7:30 p.m. Smith seconded the motion, which carried.

A handwritten signature in cursive script, reading "Barbara Schattak". The ink is dark and the signature is fluid, with a long, sweeping tail on the final letter.

Barbara Schattak  
City Clerk